



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OF ILOCOS SUR
Bantay, Ilocos Sur



DIVISION ADVISORY
No. 316, S. 2019

To: Division Personnel Selection Board
All Others Concerned

From: JORGE M. REINANTE, CSEE, CEO VI, CESO V
Schools Division Superintendent

Subject: Filling-up of Vacant Administrative Aide IV (Driver) Position in the Schools
Division of Ilocos Sur

Date: October 16, 2019

This is to announce that one (1) Administrative Aide IV position is available for filling-up in the Schools Division of Ilocos Sur and published on June 15, 2019 pursuant to RA 7041.

In view hereof, all qualified and interested applicants are encouraged to submit their papers for ranking to this Office (**Attention: Division Personnel Selection Board**) on **October 28, 2019**. Applicants shall personally bring their folders and they shall be evaluated on the spot, in the presence of other applicants.

Below is the Qualification Standards of **Administrative Aide IV** position:

Position:	Administrative Aide IV (Driver)
Salary Grade:	04
Level:	1
Education:	Elementary Graduate
Experience:	None required
Training:	None required
Eligibility:	Driver License (MC 11, s. 96 – Cat. II)

It is advised further that all documents with pagination and table of contents shall be submitted in original copy plus one (1) photocopy.

Please be guided with the provisions of DepEd Order No. 42, series of 2007 and Division Memorandum no. 64, s. 2014.

For information, guidance and strict compliance.

